

State of Nevada
Department of Education
Division of Educator Effectiveness & Family Engagement
Alternative Route to Licensure Provider Application

I. General Information

- Name of Institution/Organization
- Name of Program(s)
- Name of Primary Contact
- Mailing Address
- Phone
- Fax
- Email

II. Regional Accreditation*: Select the regional accrediting body and provide a copy of a letter verifying accreditation status.

- ☐ Middle States Association of Colleges and Schools
- ☐ New England Association of Schools and Colleges
- ☐ North Central Association of Colleges and Schools
- ☐ Northwest Commission on Colleges and Universities
- ☐ Southern Association of Colleges and Schools
- ☐ Western Association of Schools and Colleges
- ☐ Other (specify)

* Applicants that are non-accredited institutions/organizations must provide three letters of reference.

III. Financial Capacity: Include a detailed description of how the program(s) you are seeking approval for will be funded. Include any possible overhead costs and any funding sources the institution/organization will be using.

IV. Program Licensure Areas: Indicate the licensure area(s) for which your institution/organization is seeking approval. ([NAC 391.0573](#))

- ☐ Early Childhood Education (Birth to Grade 2)
- ☐ Elementary (Grades K-8)
- ☐ Secondary (Grades 7-12)
 - ☐ Biological Science
 - ☐ Mathematics
 - ☐ Art
 - ☐ Music
 - ☐ Other Secondary Content Area(s) (specify)
 - ☐ Physical Science
 - ☐ Language Arts
 - ☐ Social Studies
 - ☐ Foreign Language (specify)
- ☐ Special Education
 - ☐ Generalist
 - ☐ Autism
 - ☐ Other (specify)
 - ☐ Early Childhood Developmentally Delayed
 - ☐ Intellectual Disabilities
- ☐ All Grades (Grades K-12)
 - ☐ Music
 - ☐ Physical Education
 - ☐ Administrator
 - ☐ Art
 - ☐ Other (specify)

V. Program Design

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A program design must be submitted for **each** licensure area indicated in Area IV. The program design must include, but not be limited to:

1. A detailed description of how the provider will meet the essence of the pedagogy and core content courses outlined in the Nevada licensure requirements per the Nevada Administrative Code. ([NAC 391.0575](#) and [NAC 391.0577](#)) This must include:
 - a. Names of courses/professional development/in-service elements to be used
 - b. Number of hours for each
 - c. Justification of how each promotes educator effectiveness.
 - d. If testing is going to be used to waive core subject area content, be sure to include a description of the test(s) that will be used, including the name of the test(s); the test provider(s); the minimum passing score(s); and justification of how the test(s) promote educator effectiveness.
 - e. How the Nevada Academic Content Standards will be addressed
 - f. Include what professional development will be provided to candidates prior to being eligible for ARL/conditional licensure and employment.
2. A detailed description of the application, screening, and selection process for candidates. This should include minimum qualifications the participants must meet before starting the program. The appendix must include a copy of all forms that will be used in this process.
3. A detailed description of how the provider will meet the school-based experience requirement mandated by Nevada legislation and detailed in the Nevada Administrative Code. ([NAC 391.0575](#) and [NAC 391.0577](#)) This must include the names of all schools and school districts participating in ARL participant placement and explanations of all components below. The appendix must include a copy of all forms that will be used in this process.
 - a. Length of the school-based experience(s)
 - b. How participants will be mentored and evaluated during their school-based experience
 - c. How the school-based experience promotes educator effectiveness.
4. A detailed description of all testing, courses/professional development/in-service, and school-based experiences that must be met prior to eligibility for initial Conditional/ARL licensure. The appendix must include a copy of the verification form/certificate that will be provided to the Office of Educator Licensure to confirm successful completion.
5. A list of the provider/program staff members who will be involved with the participants. This should include the names of all staff members, their roles, and individual credentials.

VI. Program Timeframe

In accordance with Nevada legislation, the program design must be accomplished within three years or less, but may be completed in two years. Provide a timeframe for the program(s) and address all key components, i.e. selection, start/finish, and evaluation dates. If the program is designed on an open entry/open exit model, give a detailed description of the program sequence each participant will be required to follow.

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VII. Evaluation

Participant Evaluation

Provide a detailed description of how the provider will meet the requirements below. The appendix must include a copy of all forms that will be used in this process.

1. Evaluate participants and determine success or failure in the program
2. Track participants as they move through the program

Program Evaluation

The qualified provider is required to provide pertinent information to the Department of Education regarding program participants and program success. Additionally, any and all elements of the approved program may be evaluated by the Department of Education for compliance. Provide a detailed description of how the provider will collect and submit the following information:

1. Number of persons who received a Nevada teaching license after completing the training offered by the provider
2. Number of persons who received employment with a Nevada school district/charter school after completing the training offered by the provider
3. Overall effectiveness of the participants in the classroom as reflected by school district/charter school performance evaluation

VIII. Authorizing Signatures

Name: _____

Title: _____

Telephone: _____

E-mail: _____

Authorizing Signature (or designee)

Date

- ☐ School District Superintendent
- ☐ Institution/Organization CEO
- ☐ University/College Dean of Education

Name: _____

Title: _____

Telephone: _____

E-mail: _____

ARL Program Director Signature (or equivalent official)

Date

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Signatures on this application indicate acknowledgement of the conditions below and agreement to adhere to [NAC 391.461](#) and [NAC 391.057](#), [391.0575](#), and [391.0577](#):

The **provider** is responsible for:

- adhering to the participant screening procedure outlined in the application and ensuring all participants hold the minimum qualifications.
- following the program approved by the Commission and contacting the Nevada Department of Education concerning any and all possible deviations from the approved program.
- following through with all training outlined in the program once a participant is accepted. At no time is the provider permitted to suspend training or request any licensee extensions from the Office of Educator Licensure.
- advising accepted participants of all conditions required for successful completion of their programs. Department staff will not advise participants about provider program requirements.
- informing participants of all necessary requirements/documents needed to apply for their ARL/conditional licensure, as well as requirements/documents needed to apply for a standard license upon successful completion of the program.
- ensuring that all staff members who will be in a school setting and left alone with any students in grades PreK - 12 are fingerprinted. Provider to conduct a background check and review a criminal history report of their staff members who will be in a school setting. Staff members who have been convicted of a crime involving moral turpitude will not be allowed in a school. However, if the provider determines the conviction is not related to their position and does not present a risk to children they will be allowed into the classroom.
- providing the Office of Educator Development & Support with names and areas of licensure of participants who:
 - are accepted into their approved program(s).
 - complete all requirements necessary for ARL/Conditional licensure and pre-hire eligibility:
 - outlined in [NAC 391.057](#); and
 - training, testing, and/or school-based experiences required by provider.
 - fail to complete the program, including the exact date the participant was released from the program and the reason for the participant's dismissal.
 - successfully complete the program, including the exact date of completion.

The Division of Educator Effectiveness & Family Engagement is responsible for:

- issuing conditional three-year Nevada licenses to all participants who have been accepted into an approved provider program, met initial conditional licensure requirements, and submitted a license application.
- invalidating all conditional licenses once notification of a participant's termination from an approved program.
- collecting, maintaining, and disseminating all data required by Nevada regulations.
- issuing a standard Nevada license to all participants who have successfully completed an approved program, met licensure requirements, and submitted a license application.
- evaluating and auditing approved provider programs.